

Approved February 8, 2011



City of Scottsdale Human Services Commission Regular Meeting

**Thursday, January 27, 2011
SUMMARIZED MINUTES
Granite Reef Senior Center, Room 8
1700 N. Granite Reef Road
Scottsdale, AZ 85257**

PRESENT: Katherine Weaver, Chair
Steven Rosenberg, Vice Chair
Raoul Zubia, Commissioner
Enid Seiden, Commissioner
Judy Keane, Commissioner
Dustin Thomas, Commissioner
Donald Nordlund, Commissioner

STAFF PRESENT: Bill Murphy, Community Services Executive Director
Michelle Albanese, Community Assistance Manager
Justin Boyd, Housing Coordinator
Sharon Light-Stephenson, Housing Coordinator
Cindy Ensign, Human Services Planner
Valerie Kime-Trujillo, Human Services Manager
Kathy Breen, Human Services Manager
Janie Wilkey, Administrative Secretary

Call to Order

Chair Weaver called the meeting to order at 5:36 p.m.

Roll Call

Commission members present as noted above.

1. Approval of the January 13, 2011 Meeting Minutes

COMMISSIONER ZUBIA MOVED TO APPROVE THE JANUARY 13, 2011 HUMAN SERVICES MEETING MINUTES. SECONDED BY VICE-CHAIR ROSENBERG, THE MOTION CARRIED UNANIMOUSLY WITH A VOTE OF SEVEN (7) TO ZERO (0).

2. Proposal Evaluation 101

Mr. Boyd provided an overview of the funding evaluation process for proposals submitted for the Fiscal Year 2011/12 CDBG, HOME, Scottsdale Cares, General Funds, and Endowment Programs. He recalled that during the recent joint meeting with the Housing Board it was determined that the Housing Board would provide formal recommendations only on housing activities. He noted that it is important for Commissioners to consider questions and/or comments provided in the blue sheet evaluations and the corresponding agency's responses when evaluating the proposals.

The CDBG and HOME proposals will be presented to the Commission on February 8, 2011 at the Paiute Neighborhood Center in building 9 at 1:00 p.m. and Scottsdale Cares, General Funds and Endowment proposals will be presented on February 10, 2011 at Kiva City Hall. Mr. Boyd encouraged Commissioners to review the material at home and make tentative scoring in pencil prior to the presentations. City staff utilized the check box for either recommending or not recommending an agency's proposal and has included a staff comment section that will contain internal preference information.

Vice-Chair Rosenberg reminded Commission members that the scoring sheets are official documents and once collected all scoring and notes are made public record.

In response to a question by Commissioner Thomas, Mr. Boyd explained that the City completes a comprehensive plan analyzing priorities every five years that is available for review as part of the evaluation. Evaluations of agencies that have previously been funded are also available. Funds are allocated according to the scoring. Ms. Albanese added that each proposal should clearly describe why the services are needed and should cite data or research to support the document. Attention should be given to whether or not the need is critical and is identified in the Scottsdale Five-Year Consolidated Plan.

3. Housing Choice Voucher Program Agency Plan

Ms. Light-Stephenson presented the Scottsdale Housing Agency's Annual Agency Plan for the Housing Choice Voucher Program for Fiscal Year 2011/12, noting that HUD requires the Housing Authority to provide specific information including housing needs, policy changes, and progress towards meeting goals for the past year. She discussed the individual sections of the plan, the SEMAP audit, and the new Section 8 payment standard which has been raised from 90% to 95%. She noted that it has been a challenge to find banks willing to work with the Section 8 Homeownership participants because banks do not want to accept dual payments.

Vice-Chair Rosenberg asked how the Maricopa market rate is determined. Ms. Light-Stephenson said that Maricopa calculates the market rate every October; the information for each specific market is put out by HUD.

Ms. Light-Stephenson explained that there are two methods available through HUD for providing mortgage payments: dual payments or paying the participant directly. Scottsdale has chosen the dual payment option. Vice-Chair Rosenberg suggested that consideration be given to having the participant send their payment to Section 8 and sending in the entire amount of the mortgage payment. Ms. Albanese noted that there could be some issues with depositing the funds into a City account and then having the City pay out the funds. Staff will research the possibility in addition to the benchmarking that is already planned.

VICE-CHAIR ROSENBERG MOVED TO ACCEPT THE HOUSING AGENCY'S ANNUAL AGENCY PLAN FOR THE HOUSING CHOICE VOUCHER PROGRAM FOR FY 2011/12 AS WRITTEN. SECONDED BY COMMISSIONER SEIDEN, THE MOTION CARRIED UNANIMOUSLY WITH A VOTE OF SEVEN (7) TO ZERO (0).

4. Agenda Plan Review

Ms. Albanese reviewed topics for upcoming meetings and discussed reasons for possibly moving some of the discussions forward. She asked that Commissioners consider additional topics and make suggestions that could be added to the May 14th and May 26th meeting agendas as well as suggested locations for the funding agencies tour.

Commissioner Thomas requested that staff put together an operations review so the Commission can better understand the organizational structure and main areas of focus within the Human Services Department.

In response to a question by Commissioner Zubia, Ms. Ensign noted that the Scottsdale Cares marketing team could tentatively be prepared to give a presentation by May 12.

5. Staff Updates

Mr. Murphy gave an update on the after school program. City Council chose to postpone deciding on the initiation of any changes to the after school program until the city budgets are completed and published. The Human Services budget presentation to the Budget Review Commission is scheduled for March 10. For the time being after school program will continue to operate as it has and any changes that are approved are not anticipated to be implemented during this school year. The RFP has been completed and staff is scheduled to meet with agencies on February 10 to find out if there is any interest. The RFP is specifically for the City owned facilities, which include Paiute, Mountain View, Horizon, and Cheyenne. Proposals are expected to be in by March 4.

Ms. Albanese noted that the Family Self-Sufficiency Programs of the East Valley Alliance would host their monthly homeownership workshop at the Escalante Center in Tempe tonight. The teen program at Vista del Camino will be hosting a teen dance on February 11th. She read a Family Self-Sufficiency Participant success story to the Commission.

6. Open Call to the Public

No members of the public wished to address the Commission.

7. Adjournment

Being duly moved and seconded, the meeting adjourned at 7:06 p.m.

Respectfully submitted,
A/V Tronics, Inc. DBA AVTranz.